



United States Service Academy Application

Keith J. Rothfus

**Member of Congress
Twelfth District, Pennsylvania**

Dear Academy Candidate,

Thank you for your interest in serving our nation in uniform and attending one of our service academies. These fine institutions have a long history of developing the leaders of tomorrow. Our service academies provide exceptional academic, character building, and leadership development opportunities.

The application deadline for a nomination is **Friday, October 19, 2018** for those interested in attending a service academy beginning in the 2019-2020 school year.

For more information about the service academy nomination process, please visit the website at <https://Rothfus.house.gov/services/military-academy-nominations>, or call the Ross Township office at (412) 837-1361, the Beaver office at (724) 359-1626, or the Johnstown office at (814) 619-3659 or email PA12ServiceAcademy@mail.house.gov.

Nominating exceptional individuals to our service academies is one of the great honors of being a Congressman. It is a pleasure to meet so many bright, focused, hard-working young people from the Twelfth Congressional District.

I look forward to meeting and working with you during this process. Please do not hesitate to contact me with any questions or concerns that you may have.

Sincerely,

A handwritten signature in blue ink that reads "Keith J. Rothfus". The signature is fluid and cursive, with the first name "Keith" being the most prominent.

Keith J. Rothfus
Member of Congress



U.S. Service Academy Nominations

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Nomination Process

Congressman Rothfus screens applicants through a competitive process for a nomination to our nation's Service Academies.

Qualifications

Eligible candidates for nomination must:

- Be a citizen of the United States by the time you enter a service academy
- Be a legal resident of Pennsylvania's Twelfth Congressional District
- Be 17 years old, but not yet past your 23rd birthday (25th birthday for Merchant Marine Academy) on July 1st of the year you would enter a military academy.
- Be unmarried, not pregnant, and without legal obligation to support children or other dependents
- Have an above average academic record
- Achieve competitive scores on the SAT or ACT
- Pass a Medical Examination: Receive medical qualification from the Department of Defense Medical Examination Review Board, known as "DoDMERB"
- Pass the Candidate Fitness Assessment
- Have unquestionable integrity and moral character
- **Submit application by Friday, October 19, 2018; Late submissions will not be accepted**

Timeline for Service Academy Applicants

Service academy applications should be submitted in the Spring of a student's junior year of high school. The timeline for 2018 is as follows:

Spring of 2018

- Complete a Candidate Questionnaire/Preliminary Application for each academy of interest
- Consider Summer Session at an academy to experience life first hand
- Request a nomination packet from Congressman Keith Rothfus
- Service Academy Days for Spring 2018 will be at North Hills High School. Additional Service Academy Days for Spring and Summer 2018 will be announced. Please check with our office for location, date and time.
- Obtain nomination applications from other sources such as: Senator Casey, Senator Toomey, and Vice President Pence

Summer of 2018

- Obtain all information and materials needed to complete your application (i.e., recommendations, grade transcripts, etc.). Please make sure your name appears on everything you mail. You may mail your information as it is completed – you do not have to wait until all the components are gathered before you send them in.

October 2018

- Service Academy Day for Fall 2018 will be announced. Please check with our office for location, date and time.
- Completed application due by **Friday, October 19, 2018**
- **Late submission will not be accepted**
- Reviewed attached check list and assure all materials have been submitted to Congressman Rothfus at 6000 Babcock Blvd, Suite 104, Pittsburgh, PA 15237

November 2018

- Interviews will be scheduled for all candidates with a completed application. Candidates will be notified via mail of the date and time of an interview with Congressman Rothfus' ***Service Academy Review Board***.
- November/December – The Service Academy Review Board will make recommendations for nominations to the service academies.

December 2018

- Congressman Rothfus will notify all candidates that were interviewed by the ***Service Academy Review Board*** whether or not they received a nomination.

February – May 2019

- Academies make Offers of Appointments and then notify the selected nominees.

Application Checklist

Additional information and updates can be submitted until the deadline of October 19th.

- Completed Nomination Application Form
 - Application form must be typed
- Resume
- A recent wallet-size photograph of yourself
- Essay explaining why you would like to attend a U.S. Service Academy
 - Shall be typed and double-spaced
 - Shall be 450 – 550 words
 - Describe why you believe you are qualified to attend a Service Academy and take on a leadership role in our Nation's military
 - You may include life experiences such as: family, academic, work, extracurricular, community and volunteer activities that have prepared you for this responsibility
- Materials from school
 - Current class schedule (may be included on transcript)
 - Official academic transcript sent directly from high school or college
 - High school disciplinary records – showing each year individually
 - High school attendance records – showing each year individually
- Copy of Standardized Test Scores (ACT/SAT)
- Three letters of recommendation
 - At least one academic recommendation
 - At least one extracurricular recommendation
 - Have letters mailed directly to Congressman Rothfus at 6000 Babcock Blvd, Suite 104, Pittsburgh, PA 15237

**All materials must be postmarked or delivered by
Friday, October 19, 2018 to Congressman Rothfus' Ross Township office**

**The Honorable Keith Rothfus
Attn: Shannon Smith
6000 Babcock Blvd, Suite 104
Pittsburgh, PA 15237**

**If you have questions, please contact Shannon Smith at
PA12ServiceAcademy@mail.house.gov
724-359-1626 or visit Rothfus.house.gov**

U.S. Representative Keith J. Rothfus
U.S. Service Academy
Nomination Application

Place photo here

(May be larger than box.)

Application Responses Must Be Typed

Personal Information

Name:

Address:

County:

E-mail:

Telephone Number:

Cell Number:

Social Security Number:

Birthday (mm/dd/yyyy):

Age: Height: Weight:

Are you a U.S. citizen?

Father's Full Name:

Mother's Full Name:

Are either of your parents retired military, reservists, or currently serving in the armed forces?
If so, please list their branch, rank, and years served.

Are either of your parents alumni of any of the U.S. Service Academies?

Academy Preference

Please rank your choices 1-4 (with 1 being your top priority). If you have no preferences, check the academies in which you are interested. **You must have an active application filed with each academy selected.**

- _____ U.S. Air Force Academy
- _____ U.S. Merchant Marine Academy
- _____ U.S. Military Academy
- _____ U.S. Naval Academy

Do you want to be actively considered for any of the academies other than your first choice?

Yes _____ No _____

Have you requested a nomination through another office? If yes, from whom?

Have you ever been cited, arrested, convicted, or fined for any violation of any law?

Yes _____ No _____ If yes, please explain.

Academic Information

Name of High School:

Phone:

Principal:

Address:

Cumulative Grade Point Average:
(at the end of your junior year)

Cumulative Class Rank/Class Size:
(at the end of your junior year)

SAT scores: Mathematics _____ Critical Reading _____ Writing Score _____
(List highest SAT scores received)

ACT scores: Composite _____

Letters of Recommendation requested from:

- 1.
- 2.
- 3.

Extracurricular Activities

Academic Organizations

Organization / # of Years Involved

Community Service

Agency or Location / # of Hours /Activities

Athletic Participation

Sport / # of Years Involved / Special Achievements

Employment History

Employer / # of Years Employed / Job Description/Title

Honors and Awards

Award / Date Received

Leadership Positions

Please list any leadership positions you have held and for how long: (e.g., class officer, manager at work, camp counselor, team captain, etc.)

Certification:

I certify that I am a citizen of the United States of America and a resident of the Twelfth Congressional District of Pennsylvania. I certify that all the information contained in this application is true and correct to the best of my knowledge. I submit this application based on primarily on a desire to serve my country as a professional military officer. If I receive an appointment, it is my intention to graduate from the Academy and fulfill my obligation to serve my Country.

Print Name: _____ Date: _____

Signature: _____

Privacy Act of 1974

I hereby authorize Congressman Keith J. Rothfus and his staff members to obtain any necessary information pertaining to myself, upon which my eligibility for a nomination to a service academy may be determined.

Print Name: _____ Date: _____

Signature: _____

**All materials must be postmarked or hand delivered by
Friday, October 19, 2018 to Congressman Rothfus' Ross Township
office.**

**Contact Information for
United States Service Academies
Admissions Offices**

U.S. Air Force Academy

Admissions Office
2304 Cadet Dr., Suite 2300
Colorado Springs, CO 80840
1-800-443-9266 or (719) 333-2520

Website: <http://www.usafa.edu>
E-mail: rr_webmail@usafa.af.mil

U.S. Military Academy

Admissions Office
Building 606
West Point, NY 10996
(845) 938-4041

Website: <http://www.usma.edu>
E-mail: admissions@usma.edu

U.S. Merchant Marine Academy

Admissions Office
300 Steamboat Rd.
King Point, NY 11024
(516) 726-5644 x5646 or (866) 546-4778

Website: <http://www.usmma.edu>
E-mail: admissions@usmma.edu

U.S. Naval Academy

Office of Admissions
Halsey Field House
52 King George Street
Annapolis, MD 21402
(410) 293-1858

Website: <http://www.usna.edu>

U.S. Coast Guard Academy

Admissions Office
31 Mohegan Avenue
New London, CT 06320-8103
Toll-free: 1-800-883-8724

Website: <http://www.cga.edu>
(Coast Guard Academy doesn't require a
Congressional nomination)

Other Sources of Academy Nominations

Senator Robert Casey

The Honorable Robert Casey
200 North Third Street, Ste. 14A
Harrisburg, PA 17101
(717) 231-7540
www.casey.senate.gov

Senator Patrick Toomey

The Honorable Patrick Toomey
1150 S. Cedar Crest Blvd.
Allentown, PA 18103
(610) 434-1444
www.toomey.senate.gov

Vice President Michael Pence

Please refer to the website for the Office of the Vice President for instruction.

<https://www.whitehouse.gov/administration/vice-president-pence/academy-nominations>

(Cannot nominate for Merchant Marine Academy)

Presidential Nominations

Each year the President of the United States may nominate as many candidates as he wishes, however, he is only granted 100 appointments to the service academies. The President's nominations are open to children of career military personnel, which include enlisted, warrant, and commissioned members of regular and reserve components who are on active duty for at least eight years; and military retirees who have received retired or retainer pay. For additional information on this nomination or military affiliated nominations, please call my office or the academy that you are interested in attending.